

PERSONNEL BUDGET

**LIBERTY COUNTY, TEXAS
GENERAL FUND
PERSONNEL BUDGET
FYE SEPTEMBER 30, 2018**

Approved Positions FY 2017	Approved Budget FY 2017	Adopted Positions FY 2018	Adopted Budget FY 2018
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COUNTY JUDGE

Court Coordinator	1	44,001	1	47,079
Mental Health Coordinator	1	42,887	1	44,174
Grant Administrator	0	-	1	60,000
DPS Secretary	1	34,200	1	34,200
Collections Specialist	1	32,445	1	36,500
Total County Judge	<u>4</u>	<u>153,533</u>	<u>5</u>	<u>221,953</u>

VETERANS' SERVICE

Veterans' Service Officer	1	39,564	1	41,542
Clerk II	1	28,000	1	29,400
Total Veterans' Service	<u>2</u>	<u>67,564</u>	<u>2</u>	<u>70,942</u>

COUNTY CLERK

Chief Deputy	1	43,801	1	47,079
Clerk III	1	33,310	1	34,975
Clerk II (30,660)	3	87,600	3	91,980
Clerk II (30,450)	0	-	2	60,900
Clerk II (29,925)	3	85,500	1	29,925
Clerk I (29,610)	3	84,600	4	118,440
Clerk I (28,200)	1	28,200	0	-
Part-time	0.5	12,666	0.5	12,666
Total County Clerk	<u>12.5</u>	<u>375,677</u>	<u>12.5</u>	<u>395,965</u>

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COUNTY COURT-AT-LAW

Court Coordinator	1	49,323	1	50,803
Court Reporter	1	87,960	1	90,599
Bailiff	1	49,203	1	50,679
Certificate Pay		1,200		1,800
Total County Court-at-Law	<u>3</u>	<u>187,686</u>	<u>3</u>	<u>193,881</u>

75th DISTRICT COURT

Court Coordinator	1	53,323	1	59,323
Court Coordinator	1	39,238	1	41,200
Court Reporter	1	87,960	1	90,599
Bailiff	1	30,722	1	31,644
Certificate Pay		1,200		1,800
Total 75th District Court	<u>4</u>	<u>212,443</u>	<u>4</u>	<u>224,566</u>

253rd DISTRICT COURT

Court Coordinator	1	38,188	1	40,097
Court Coordinator	1	40,225	1	47,079
Court Reporter	1	71,395	1	73,537
Bailiff	1	26,841	1	27,646
Certificate Pay		1,200		1,800
Total 253rd District Court	<u>4</u>	<u>177,849</u>	<u>4</u>	<u>190,159</u>

DISTRICT CLERK

Chief Deputy	1	43,342	1	47,079
Office Supervisor	1	38,718	1	40,654
Administrative Assistant	1	30,743	1	32,280
Child Support Clerk	0	-	1	29,400

**LIBERTY COUNTY, TEXAS
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Clerk III	1	28,500	1	29,925
Clerk III	1	28,750	1	30,187
Clerk II	1	28,200	1	29,610
Clerk II	1	28,000	1	29,400
Clerk II	1	28,000	1	29,400
Clerk I	1	28,500	1	29,925
Clerk I	1	28,000	1	29,400
Clerk - Part-time	0.5	13,104	0.5	13,759
Total District Clerk	<u>10.5</u>	<u>323,857</u>	<u>11.5</u>	<u>371,019</u>

JUSTICE OF THE PEACE # 1

Chief Clerk	1	35,086	1	36,840
Part-Time Clerk	0.5	15,750	0.5	16,537
Part-Time Clerk	0.5	5,250	0.5	5,512
Total JP # 1	<u>2</u>	<u>56,086</u>	<u>2</u>	<u>58,889</u>

JUSTICE OF THE PEACE # 2

Chief Clerk	1	34,586	1	36,315
Part-Time Clerk	0.5	1,575	0.5	1,654
Total JP # 2	<u>1.5</u>	<u>36,161</u>	<u>1.5</u>	<u>37,969</u>

JUSTICE OF THE PEACE # 3

Chief Clerk	1	35,086	1	36,840
Clerk	1	32,586	1	34,215
Part-Time Clerk	0.5	10,000	0.5	10,500
Total JP # 3	<u>2.5</u>	<u>77,672</u>	<u>2.5</u>	<u>81,555</u>

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JUSTICE OF THE PEACE # 4

Chief Clerk	1	34,086	1	35,790
Clerk	1	32,586	1	34,215
Part-time Clerk	0.5	15,750	0.5	16,537
Total JP # 4	<u>2.5</u>	<u>82,422</u>	<u>2.5</u>	<u>86,542</u>

JUSTICE OF THE PEACE # 5

Chief Clerk	1	35,086	1	36,840
Clerk	1	32,586	1	34,215
Total JP # 5	<u>2</u>	<u>67,672</u>	<u>2</u>	<u>71,055</u>

JUSTICE OF THE PEACE # 6

Chief Clerk	1	34,086	1	35,790
Clerk	1	32,586	1	34,215
Total JP # 6	<u>2</u>	<u>66,672</u>	<u>2</u>	<u>70,005</u>

COUNTY ATTORNEY

Sr Assistant Co. Attorney	1	72,616	1	74,794
Asst Co. Attorney (68,178)	2	132,384	2	136,356
Investigator	0	-	1	43,891
Legal Secretary	1	34,401	1	40,654
Legal Secretary	1	33,876	1	35,570
Legal Secretary	1	33,456	1	35,129
Legal Secretary	1	33,036	1	34,688
Legal Secretary	1	30,000	1	31,500
Secretary - F/T	1	30,000	1	31,500
Total County Attorney	<u>9</u>	<u>399,769</u>	<u>10</u>	<u>464,082</u>

**LIBERTY COUNTY, TEXAS
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DISTRICT ATTORNEY

1st Assistant District Attorney	1	102,170	1	105,235
Asst District Atty (92,318)	4	358,516	4	369,272
Chief Investigator	1	51,588	1	53,136
Investigator	1	41,541	1	42,787
Investigator- Gang	0	-	1	43,358
DARE Officer/Investigator	1	44,201	1	45,527
Chief Deputy	1	48,051	1	49,493
Office Supervisor	1	40,205	1	41,411
Legal Secretary (34,467)	2	65,652	2	68,934
Legal Secretary	1	30,364	1	31,882
Secretary	1	28,000	1	29,400
Certificate Pay		4,800		6,600
Total District Attorney	<u>14</u>	<u>815,088</u>	<u>15</u>	<u>887,035</u>

COUNTY AUDITOR

Assistant County Auditor	1	73,500	1	80,000
Internal Auditor	1	40,000	1	42,000
Accounts Payable Clerk	1	40,000	1	42,000
Purchasing Clerk	1	19,537	1	20,514
Part-time	0.5	5,250	0	-
Total County Auditor	<u>4.5</u>	<u>178,287</u>	<u>4</u>	<u>184,514</u>

COUNTY TREASURER

Chief Deputy	1	43,342	1	44,642
HR Director	1	43,342	1	44,642
Clerk	1	28,000	1	32,000
Total County Treasurer	<u>3</u>	<u>114,684</u>	<u>3</u>	<u>121,284</u>

**LIBERTY COUNTY, TEXAS
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TAX ASSESSOR - COLLECTOR

Chief Deputy	1	44,078	1	47,079
Office Supervisor	1	35,195	1	36,955
Bookkeeper	1	34,170	1	35,878
Clerk III	1	30,927	1	32,473
Clerk II (29,400)	10	280,000	10	294,000
Total Tax Assessor-Collector	<u>14</u>	<u>424,370</u>	<u>14</u>	<u>446,385</u>

PURCHASING

Asst Purchasing Agent	1	19,538	0	20,514
Asst Purchasing Agent	0.5	6,000	0.5	6,000
Total Purchasing	<u>1.5</u>	<u>25,538</u>	<u>0.5</u>	<u>26,514</u>

BUILDING MAINTENANCE

Superintendent	1	44,100	1	45,423
Supervisor	1	39,585	1	41,564
Maintenance Technician	1	35,385	1	40,000
Custodian (28,497)	3	81,420	3	85,491
Custodian	1	27,455	1	28,828
Total Building Maintenance	<u>7</u>	<u>227,945</u>	<u>7</u>	<u>241,306</u>

FIRE MARSHAL

Fire Marshal	1	40,000	0	-
	0.5	-	0.5	29,400
Total Fire Marshal	<u>1</u>	<u>40,000</u>	<u>0.5</u>	<u>29,400</u>

**LIBERTY COUNTY, TEXAS
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CONSTABLE # 1

Deputy	1	40,000	1	41,200
Part-Time Deputy	0	-	0.5	20,600
Certificate Pay		1,800		1,800
Total Constable # 1	1	41,800	1.5	63,600

CONSTABLE # 2

Deputy (41,200)	2	80,000	4	164,800
Secretary	1	30,000	1	31,500
Certificate Pay		3,000		6,600
Total Constable # 2	3	113,000	5	202,900

CONSTABLE # 3

Deputy	1	40,000	1	41,200
Certificate Pay		1,800		1,800
Total Constable # 3	1	41,800	1	43,000

CONSTABLE # 4

Deputy (41,200)	2	80,000	2	82,400
Bilingual Court Liason	0	-	1	43,812
Secretary - Part-time	0.5	12,012	0.5	12,613
Certificate Pay				1,800
Total Constable # 4	2.5	92,012	3.5	140,625

CONSTABLE # 5

Deputy (41,200)	2	80,000	2	82,400
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**LIBERTY COUNTY, TEXAS
GENERAL FUND
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Secretary - Part-time	0.5	12,012	0.5	12,613
Certificate Pay		1,200		1,200
Total Constable # 5	2.5	93,212	2.5	96,213

CONSTABLE # 6

Deputy (41,200)	2	120,000	2	82,400
Secretary Salary	1	30,000	1	31,500
Certificate Pay		3,600		3,600
Total Constable # 6	3	153,600	3	117,500

SHERIFF

Chief Deputy	0	-	1	54,000
Captain/Patrol	1	48,581	1	50,038
Captain/CID	1	48,581	1	50,038
Captain/Administration	1	48,581	0	-
Captain - Part-time	0.5	16,800	0.5	17,640
Sergeant - Environmental Officer	1	43,615	1	47,481
Sergeant Investigator (47,481)	7	305,305	7	332,367
Sergeant (47,481)	6	261,690	6	284,886
Bridgheaven Inv. Officer	1	43,615	1	44,923
Corporal (46,072)	0	-	8	368,576
Deputy (44,663)	32	1,361,152	30	1,339,890
Deputy - Crthse Sec (44,663)	3	127,608	3	133,989
Deputy - Narcotics (44,663)	2	85,072	2	89,326
POA Officer	0	-	1	44,663
Range Overseer - Part-time	0.5	15,120	0.5	15,876
Executive Secretary	1	34,100	1	38,500
Clerk III (31,500)	5	150,000	5	157,500
Clerk II (31,500)	3	90,000	3	94,500

**LIBERTY COUNTY, TEXAS
GENERAL FUND
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Clerk I (30,450)	2	58,000	2	60,900
Clerk - Part-time	0.5	25,200	0.5	26,460
Dispatch Supervisor	1	32,500	1	34,125
Dispatcher (31,500)	12	360,000	12	378,000
Part-Time Deputy	0.5	4,725	0.5	4,961
Part-Time Dispatch/Clerk	3	25,200	3	26,500
Certificate Pay		49,090		58,090
Total Sheriff	84	3,234,535	91	3,753,229
<u>JUVENILE PROBATION</u>				
Probation Officer	1	36,840	1	38,682
Probation Officer	1	31,662	1	33,245
Clerk I	1	28,000	1	29,400
Part-Time Clerk	0.5	20,384	0.5	21,403
Total Juvenile Probation	3.5	116,886	3.5	122,730
<u>EMERGENCY MANAGEMENT</u>				
EM Coordinator	1	48,581	1	50,038
Grant Liason	1	42,179	1	44,288
Assistant EM Coordinator	1	30,244	1	33,000
Total Emergency Management	3	121,004	3	127,326
<u>PRETRIAL SERVICES</u>				
Supervision Director/Officer	1	43,764	1	49,082
Supervision Officer	1	31,358	1	32,926
Total Bond Supervision	2	75,122	2	82,008

**LIBERTY COUNTY, TEXAS
GENERAL FUND
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ENGINEERING

Engineering Administrator	1	56,779	0	-
Designated Representative	1	32,550	0	-
Field Inspectors (34,000)	2	64,000	3	102,000
Senior Permit Clerk	1	32,550	1	34,177
Permit Clerk	1	28,000	1	29,400
Permit Clerk - Part-Time	0	-	0.5	13,500
Total Engineering	6	213,879	5.5	179,077

INDIGENT SERVICES

Director	1	47,653	1	49,082
Case Manager	1	32,466	1	34,089
Case Manager	1	30,000	1	34,089
Total Indigent Services	3	110,119	3	117,260

AG EXTENSION SERVICE

Agent	1	16,260	1	17,073
Agent	1	16,260	1	17,073
Agent	1	30,000	1	31,500
Secretary	1	28,500	1	29,925
Clerk I - 4H	1	28,500	1	29,925
Part-time Secretary	0.5	10,400	0.5	10,920
Total Ag Extension	5.5	129,920	5.5	136,416

Budget amount reflects maximum allowable salary for each position. Each department head will be responsible for assigning personnel to the position and initiating actual salary up to the maximum budgeted amounts.

**LIBERTY COUNTY, TEXAS
ROAD & BRIDGE FUND
PERSONNEL BUDGET
FYE SEPTEMBER 30, 2018**

	Approved Positions FY 2017	Approved Budget FY 2017	Adopted Positions FY 2018	Adopted Budget FY 2018
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ROAD & BRIDGE # 1

Foreman	1	51,324	1	52,864
Dayton Supervisor	1	44,182	1	45,507
Administrative Assistant	1	36,400	1	39,937
Dayton Foreman	1	38,329	1	41,500
Maintenance Supervisor	1	38,329	1	41,500
Operator (41,600)	0	-	8	332,800
Operator II (41,500)	1	38,329	0	-
Operator II (37,211)	1	37,211	0	-
Operator (40,000)	6	223,266	0	-
Landfill Attendant	0	-	1	25,000
Utility Worker	1	12,986	1	13,635
Total R & B # 1	14	520,356	15	592,743

ROAD & BRIDGE # 2

Foreman	1	51,324	1	52,864
Foreman	1	48,048	1	49,490
Administrative Assistant	1	33,852	1	39,937
Administrative Assistant	1	30,576	1	32,498
Operator (41,600)	0	-	18.5	769,600
Operator II	1	38,329	0	-
Operator II (40,000)	13	483,743	0	-
Operator II (38,877)	0	-	0	-
Operator I (37,211)	4	148,844	0	-
Operator I	0.5	12,600	0	13,230
Landfill Attendant (29,238)	3	83,538	3	87,714
Landfill Attendant - Part-Time	0.5	1,000	0.5	1,050
Total R & B # 2	26	931,854	26	1,046,383

**LIBERTY COUNTY, TEXAS
ROAD & BRIDGE FUND
PERSONNEL BUDGET
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	Approved Positions FY 2017	Approved Budget FY 2017	Adopted Positions FY 2018	Adopted Budget FY 2018
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ROAD & BRIDGE # 3

Foreman	1	48,922	1	52,864
Administrative Assistant	1	38,744	1	39,937
Operator (41,600)	0	-	8	332,800
Operator II (37,211)	4	148,844	0	-
Operator I (40,000)	4	148,844	0	-
Total R & B # 3	10	385,354	10	425,601

ROAD & BRIDGE # 4

Foreman	1	50,407	1	52,864
Administrative Assistant	1	36,757	1	39,937
Mechanic	1	36,800	1	41,000
Lead Man	1	36,757	1	41,000
Operator (41,600)	0	-	14	582,400
Operator II (38,067)	1	38,067	0	-
Operator II (40,000)	11	409,321	0	-
Landfill Attendant	1	34,223	1	34,842
Total R & B # 4	17	642,332	19	792,043

Grand Total	67	2,479,896	70	2,856,770
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Budget amount reflects maximum allowable salary for each position. Each department head will be responsible for assigning personnel to the position and initiating actual salary up to the maximum budgeted amounts.

**LIBERTY COUNTY, TEXAS
COURTHOUSE SECURITY FUND
PERSONNEL BUDGET
FYE SEPTEMBER 30, 2018**

	Approved Positions FY 2017	Approved Budget FY 2017	Adopted Positions FY 2018	Adopted Budget FY 2018
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COURTHOUSE SECURITY

Bailiff - 75th District Court	1	18,481	1	19,035
Bailiff - 253rd District Court	1	25,659	1	26,429
Total Courthouse Security	2	44,140	2	45,464

**LIBERTY COUNTY, TEXAS
 JAIL COMMISSARY FUND
 PERSONNEL BUDGET
 FYE SEPTEMBER 30, 2018**

	Approved Positions FY 2017	Approved Budget FY 2017	Adopted Positions FY 2018	Adopted Budget FY 2018
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COMMISSARY

Clerk	1	30,000	1	31,500
Total Jail Commissary Fund	1	30,000	1	31,500